

**MEMORANDUM**  
**PLACER COUNTY HEALTH AND HUMAN SERVICES**  
**In-Home Supportive Services**

**TO:** In-Home Supportive Services Public Authority Board

**FROM:** Richard J. Burton, M.D., M.P.H.  
Placer County Health Officer and Director of Health & Human Services  
Maureen F. Bauman, Director of Adult System of Care

**DATE:** August 22, 2006

**SUBJECT:** Adoption of Conflict of Interest Code and Amendment to Interagency Agreement between the In-Home Supportive Services (IHSS) Public Authority and Placer County

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**ACTION REQUESTED:**

1. Approve the attached Resolution adopting the Placer County IHSS Public Authority Conflict of Interest Code, and
2. Approve the amendment to the Interagency Agreement between the In-Home Supportive Services (IHSS) Public Authority and the County, and authorize the Chairman of the IHSS Public Authority Board to sign the amendment.

**BACKGROUND:**

IHSS helps pay for in-home supportive services provided to clients who are over 65 years of age, disabled, or blind, so that they can remain safely in their own home. This program is considered an alternative to out-of-home care, such as nursing homes or board and care facilities.

**CONFLICT OF INTEREST CODE**

On March 19, 2002, the Placer County Board of Supervisors approved the establishment of an IHSS Public Authority to serve as the Employer of Record for IHSS Independent Providers in Placer County. The Placer County IHSS Public Authority is an independent governmental agency established pursuant to California Welfare & Institutions Code Section 12301.6 and Placer County Ordinance #5195-B.

The Political Reform Act requires State and local government agencies to adopt and promulgate conflict of interest codes, and the Fair Political Practices Commission has adopted a regulation which contains the terms of a standard conflict of interest code.

The requested action will adopt an IHSS Public Authority Conflict of Interest Code that meets the statutory standards indicated above.

**INTERAGENCY AGREEMENT**

In compliance with a State legislative mandate, on March 19, 2002, your Board approved the establishment of an IHSS Public Authority to serve as an Employer of Record for IHSS Independent Providers. The California Department of Social Services (CDSS) must approve the Placer County Public Authority rate in order for the County to be reimbursed for these administrative services. One CDSS requirement for rate approval is that there be an Interagency Agreement between the Public Authority and the County.

On September 10, 2002, your Board approved the initial Interagency Agreement between the IHSS Public Authority and the County. This requested action will amend said Agreement to extend (1) the time frame, (2) allow periodic reviews to assure compliance with legislative changes, (3) reflect recent legislative amendments affecting the Authority, (4) conform to County purchasing policies, and (5) reflect current funding, billing and payment practices.

A separate item addressing this amendment is being submitted by the Adult System of Care to the County Board of Supervisors to be approved concurrent with this requested action.

**FISCAL IMPACT:**

These actions have no fiscal impact to the County General Fund.

**Before the In-Home Supportive Services Public Authority Board  
County of Placer, State of California**

In the matter of:

Resolution No: \_\_\_\_\_

Ord. No.: \_\_\_\_\_

First Reading: \_\_\_\_\_

Adopt a Resolution approving the Placer  
County In-Home Supportive Services Public  
Authority Conflict of Interest Code

The following Resolution was duly passed by the In-Home Supportive Services (IHSS) Public Authority Board at a regular meeting held **August 22, 2006** by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

\_\_\_\_\_  
Chairman, IHSS Public Authority Board

Attest: \_\_\_\_\_  
Clerk of said Board

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**WHEREAS**, the Placer County In-Home Supportive Services Public Authority is an independent governmental agency established pursuant to California Welfare & Institutions Code Section 12301.6 and Placer County Ordinance #5195-B; and

**WHEREAS**, The Political Reform Act, Government Code 81000, et seq., requires State and local government agencies to adopt and promulgate conflict of interest codes, and the Fair Political Practices Commission has adopted a regulation (California Code of Regulations Title 2, Section 18730) which contains the terms of a standard Conflict of Interest Code; and

**WHEREAS**, the attached Conflict of Interest Code meets the statutory standards indicated above:

**NOW, THEREFORE, BE IT RESOLVED** that the IHSS Public Authority Board, adopts the attached IHSS Public Authority Conflict of Interest Code.

**PLACER COUNTY IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY  
CONFLICT OF INTEREST CODE**

**Organization Description:** The Placer County In-Home Supportive Services (IHSS) Public Authority is an organization established pursuant to W & I Code Section 12301.6 and Placer County Ordinance #5195-B to facilitate the provision of in-home supportive services to those qualified individuals in need of this service.

**Conflict of Interest Code:** This Code consists of and hereby incorporates the terms of Title 2, Division 6, Chapter 7, Article 2, Section 18730 of the California Code of Regulations, and any amendments to it that may be adopted by the Fair Political Practices Commission, along with the designation of position(s) in Appendix A and the formulation of disclosure categories in Appendix B.

This conflict of interest code requires the reporting of reportable items in a manner substantially equivalent to the requirements of Chapter 7, Article 2 of the Political Reform Act.

The requirements of this conflict of interest code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in Government Code Section 87100, and other state or local laws related to conflicts of interest.

The **Filing Officer** for the IHSS Public Authority is the Placer County Clerk Recorder.

**Appendix A:** Designated position(s):

IHSS Public Authority Manager

All employees in positions named above shall file Form 700 statements in compliance with Government code Section 87300-87313 disclosing reportable investments, business positions, interest in real property and income, also required by Government Code Sections 87206 and 87207.

**Appendix B:** The following economic interests must be disclosed:

**Position Disclosure Category:** Full

1. All investments and business positions that may foreseeably have a material effect on any financial interest for each designated position, including specific types of investments, business positions, interests in real property and sources of income, which are reportable.
2. Any investment or income, as defined by the cited Codes, including loans, gifts and business positions in or from any person or business which manufactures, leases, sells or repairs any goods, services, equipment or other items purchased or leased by the IHSS Public Authority.

The following agreement for:

**To amend the Interagency  
Agreement between the IHSS  
Public Authority and the County**

is on file with the Clerk of the Board  
for BOS meeting:

**August 22, 2006**